
***Student Council Meeting
Guidelines***

Revised 2011

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Introduction

The Kenai Peninsula Borough School District Administration (KPBSD) and Board of Education recognize the importance of teaching the students teamwork, leadership, and organizational skills. Furthermore, in an effort to facilitate camaraderie and unity among students within this diverse and geographically vast district, the Kenai Peninsula School Activities Association (KPSAA) provides for an annual, area-wide Student Council meeting. This meeting is held in September on a rotational basis at district high schools. The following set of guidelines is intended to help the host school organize and run a successful meeting.

KPSAA Handbook Section VII. Student Government

A. Mission Statement

The purpose of student government in the KPBSD is to provide an educationally appropriate forum for students to take an active ownership in their schools and their school district.

B. Responsibilities of KPSAA Director

The director of KPSAA and the designated Executive Secretary for said office are responsible for:

1. Maintaining a current file of conference activities for the Peninsula Borough Association of Student Councils.
2. Disseminating a pre-conference packet to the school hosting the fall KPBSD Student Council Meeting by the end of the first week of school.
3. Collecting the minutes of the KPBSD Student Council Meeting and a packet of conference materials (agenda, revised Borough Student Council by-Laws) within one month of the meeting.
4. Scheduling, with approval of the hosting school, a date for the fall KPBSD Student Council Meeting by May 1st of each school year.
5. Providing information of meeting date and site for publication in the KPBSD calendar.
6. Scheduling and funding at least three Student Council Presidents meetings and/or teleconferences per year.

C. Responsibilities of KPSAA Board

1. Schedule date and location of annual meeting. The meeting is held in the last week of September, traditionally on Tuesdays but there can be flexibility.
2. Establish rotation of host schools:

i.e., 2011-12 Kenai High School
2012-13 Soldotna High School

D. Responsibilities of Hosting School

1. Invite all borough schools at least three weeks in advance and include information about the office of the Board of Education Student Representative (responsibilities and how to become a candidate).
2. Develop a schedule of events and an agenda for the fall meeting, providing this information at least one week before the meeting to each borough school.
3. Arrange for keynote speaker.
4. Conduct the meeting according to KPBSD student Constitution.
5. Provide minutes to each borough school within one month after the September meeting.
6. Provide a packet of minutes, revised Kenai Peninsula Borough School District by-laws, and all conference materials to the KPSAA Director within one month after the meeting.

E. Objectives of KPBSD Student Council Meeting are to:

1. Elect a student representative to the KPBSD's Board of Education.
2. Discuss current student issues and give input to the elected representative.
3. Amend and pass by-laws pertaining to the association.
4. Exchange ideas and provide leadership training workshops.
5. Organize a meeting of KPBSD Council Presidents as per KPBSD Student Constitution.

F. Student Representative to KPBSD Board of Education

1. Qualifications:

- a. Any student currently enrolled as a junior or senior in a KPBSD high school.
- b. Has completed at least one semester in a KPBSD high school. **NOTE:** Only the student representative to KPBSD Board of Education is required to be a junior or senior and have completed at least one semester in a KPBSD high school.
- c. Has a minimum of 2.0 GPA.
- d. Meets eligibility requirements stated for student activities in the KPBSD activity handbook.
- e. Received more than 50% of the vote (each attending school has 10 votes).
- f. Receive endorsement of his/her student council advisor.

2. Duties and responsibilities

- a. Attend all KPBSD Board of Education meetings.
- b. Represent and be the voice of the students of this district on all issues at these meetings.
- c. Communicate with all secondary student councils in the district at the fall meeting, by teleconference, and by mail as necessary.

G. Presidents' Meetings and/or Teleconferences

1. The chairperson of KPBSD student council presidents and the student representative to the Board of Education will co-chair and schedule meetings and/or teleconferences.
2. Participants are to include the presidents of all district high school student councils, or their designated representative.
3. Responsibilities of the co-chairs for teleconference:
 - a. Schedule and arrange meetings/teleconferences.
 - b. Notify all participants of time and procedure in advance.
 - c. Prepare agenda for meetings/teleconference and conduct the meeting.
 1. Inform participants of happenings at Board of Education meetings relevant to secondary students.
 2. Gather input, ideas, and opinions from the district student councils.

Alaska Association of Student Governments (AASG)

CODE OF CONDUCT

(Alaska School Activities Association 2011-12 Handbook – page 169)

The Alaska Association of Student Governments (AASG) is under the umbrella of the Alaska School Activities Association (ASAA). Student participants are ambassadors of their school and community. As such, ASAA and AASG expect students to portray good citizenship, practice fair and ethical behavior, and to be good role models. To ensure health, safety and rights of all participants in ASAA and AASG-sponsored events, the AASG Executive Board adopted this Code of Conduct.

AASG-sponsored events strive to offer a safe environment for Alaskan students to learn, grow and have fun. Although event organizers have assumed responsibility for planning a safe and wholesome program, it is the responsibility for the student while traveling to and from the event, as well as at the event itself, unless it is otherwise indicated on the Parent/Guardian Consent for Student Participation/Travel form. Individual school district policies may also further delineate this responsibility.

All students participating in AASG-sponsored events are expected to:

1. Be under the direct supervision of a school official or his/her designee at all times.
2. Attend all event sessions that are required by the school and/or the advisor.
3. Respect the rights, diversity and safety of others.
4. Treat event personnel, including host school staff and students, with dignity and respect.
5. Respect the property of other individuals and facilities. Vandalism, theft, and possession of stolen property will not be tolerated.

All ASAA or AASG-sponsored events will be conducted in drug-free environments. Use, possession, and/or distribution of alcohol, tobacco, or illegal drugs are strictly prohibited.

Violation of this code will result in the withdrawal of the student's right to participate in the event, as well as to attend the event. The student's advisor, AASG administrator and director, host school's administrator and the host school's advisor jointly retain the right to send the student home at the student's expense.

Your signatures below indicate that you have read and discussed the above guidelines and expectations with the student and are in agreement with this Code of Conduct.

_____ Student Name (please print)	_____ Student Signature	_____ Date
_____ Parent/Guardian Name (please print)	_____ Parent/Guardian Signature	_____ Date
_____ Advisor Name (please print)	_____ Advisor Signature	_____ Date
_____ School	_____ City/Town	

2011 Kenai Peninsula Borough Student Council Meeting Election Guide

Election Procedures

1. Each candidate may be any student currently enrolled at a Kenai Peninsula Borough School District High School. He or she must have at least a 2.0 GPA. **ONLY** the student representative to KPBSD Board of Education is required to be a junior or senior, have completed at least one semester in a KPBSD high school, and also have minimum 2.0 GPA.
2. Nominees will be given for each position.
3. Candidates will be introduced and give their speeches:
 - a. Speeches should be 1-2 minutes in duration.
 - b. Time will be allowed for questions from the floor to the candidates after all candidates have spoken.
4. School Caucus:
 - a. Each school will meet in groups to decide how they will cast their votes. Each school will have 10 votes. They may be voted as a block or a split among several candidates.
 - b. Voting will be done in a conventional style. Each school's Student Body President or highest ranking officer will announce his or her school's vote.
 - c. A run-off will be provided if one of the candidates does not receive 50% of the votes. The top two candidates will appear in the run-off.
 - d. In the event that schools attending the meeting are unable to attend the voting assembly, those schools will be allowed to vote by proxy.

Ideas for Planning a Successful Meeting

Organizing and running the KPBSD Student Council meeting is a challenge and opportunity for students and staff alike; together learning the skills designated as the goals of the meeting. Planning ahead is the key to success and retaining a positive attitude. Leaving any details out or waiting until the last minute will cause undue stress for the organizers and participants.

Here are some ideas to help facilitate your success:

- Plan as far ahead as possible. Notice of the host school for the following year is announced at the current year meeting. Start planning at this time.
- Select your theme and decide on topics for workshops as soon as possible.
- Empower and challenge your student council to plan and run the entire meeting. This will require great faith, patience, and supervision on your part. Set realistic time lines for them and then check and recheck on their progress.
- Line up speakers for your workshops early. Qualified and interesting speakers are busy people and will be more willing to help you if they have plenty of lead time.
 - Check back with your speakers often to make sure they are ready and to see if they have any special needs, i.e. overhead projector, computer, copies, etc.
- Be sure that your school administration is aware of your needs (rooms, gymnasium, commons, supplies, lunch, etc.).
- Solicit local sponsors for your event. Costs continue to increase while your resources dwindle. Local businesses, especially restaurants and fast food establishments, are likely to make donations of food or money in exchange for publicity. Grocery stores are also a source of donations for snacks and breakfast muffins and juices. Be sure to include signage in your building during the meeting thanking the sponsors. Remember to send thank you notes.
- Do not plan on serving school lunch. The kids expect something different. Remember, students from remote locations are very happy with fast food meals that are not available in their home area. Snacks are important during breaks.
- Send your invitation letter as soon as school starts in the fall and follow up immediately if you do not receive the needed response by the due date. Planning and participating in a major event such as this meeting is difficult. The timing often falls during the homecoming week and prevents some schools from participating.
- Organize participant materials in colored, three clip folders (available through the warehouse, at Fred Meyer and office supply stores.) The ones with inside pockets work best. If you copy all needed paperwork in different sizes and colors they can be inserted in the pockets to create an attractive rainbow of materials so that the title of each sheet is visible to the participant. This is also easy to assemble and does not require 3-hole punching or attaching the booklets with the clips.
- Each participating school will need a placard with the school name on it for voting purposes. Consider using poster board. Your art classes may be able to help here as well as take an ownership role in the event.
- Have your Student Body Secretary complete the meeting minutes and forward them to the KPSAA Director as soon as possible. These are easily overlooked and impossible to recreate the following autumn if they have never been created. They are needed at the meeting the following year.

Sample Invitation Letter

To: All Kenai Peninsula Borough School District Student Councils and Advisors
From: Skyview High School
Re: KPBSD Student Council Meeting
Date: September 27, 2011

Student Council Members and Advisor:

Welcome from Skyview High School.

Preparations are underway for the 2011 KPBSD Student Council Meeting. The meeting will be held at Skyview High School on Tuesday, September 27, 2011. Registration sign-in will begin at 9:00 a.m. in the Skyview commons. Opening activities will follow in the gymnasium. A \$10.00 per member fee will be collected at registration. Fees for all students pre-registered will be due and collected even if the student does not attend the meeting.

The theme of this year's meeting is _____

The primary goals of the borough-wide meeting are to:

- 1) Elect new student representatives to the Calendar Committee, Reconsideration of Instructional Materials Committee, Budget Review Committee, and a School Board Advisory Representative,
- 2) Conduct a student council business meeting,
- 3) Conduct a Presidents' meeting,
- 4) Provide informative seminars (parliamentary procedure, time management, comparative functions of borough student councils, action plans...getting things done, etc.),
- 5) Enhance relationships between council members and advisors,
- 6) Have fun.

Please complete the attached registration form and fax the form to _____ at Skyview High School, fax # 262-6555, by Friday, September 9, 2011.

See you there!

Sincerely,

Student Body President
Skyview High School

KPBSD Student Council Meeting Registration Form

School Name: _____

Mailing Address: _____

Phone Number: _____ Fax Number: _____

Student Council President's Name & E-Mail Address

Advisor Name & E-Mail Address _____

Number of Participants (including advisor)

- | | |
|-----|-----|
| 1. | 16. |
| 2. | 17. |
| 3. | 18. |
| 4. | 19. |
| 5. | 20. |
| 6. | 21. |
| 7. | 22. |
| 8. | 23. |
| 9. | 24. |
| 10. | 25. |
| 11. | 26. |
| 12. | 27. |
| 13. | 28. |
| 14. | 29. |
| 15. | 30. |

Suggested items for the Agenda: _____

Need for Transportation or Housing: _____

Lunch will be provided at Skyview High School (included in registration fee).

Sample Agenda
Kenai Peninsula Borough School District Student Council Meeting
Tuesday, September 27, 2011

Theme: _____

- 9:00 – 9:15 a.m. Registration (Commons)
- 9:15 – 9:25 a.m. Ice Breakers (Gymnasium)
- 9:25 – 9:35 a.m. Welcome and General Information (Gymnasium)
_____, Skyview Student Body President
Randy Neill, Skyview Principal
_____, Skyview Student Body Secretary –
Roll Call of Schools
- 9:35 – 9:45 a.m. Keynote Speaker _____
- 9:45 – 10:00 a.m. Break and Icebreaker (Gymnasium)
- 10:00 – 10:40 a.m. Business Meeting (Gymnasium)
A. Call to Order
B. Adoption of Agenda
C. Minutes of last year’s meeting
D. School Reports
E. Nominations for School Board Rep., Calendar Committee, Reconsideration of
Materials Committee, and Budget Review Committee
F. Campaign Speeches (Students should come prepared)
- 10:45 – 11:15 a.m. Workshop Session #1
1. Fundraising Ideas _ Do’s and Don’ts (Room #) – Speaker
2. Time Management (Room #) – Speaker
3. Volunteerism – Giving Back To Our Communities (Room #) – Speaker
- 11:15 – 11:50 a.m. Lunch (Commons)
- 11:50 – 12:30 p.m. Workshop Session #2
1. Comparing Functions and Activities of Borough Student Councils...What Are
We Doing? (Room#) – Speaker
2. Action Plans...Getting Things Done (Room#) – Speaker
3. Careers in Government (Room #) – Speaker
- 12:30 – 12:40 p.m. Break (Commons)
- 12:40 – 1:15 p.m. Workshop Session #3
1. Resume Building (Room #) – Speaker
2. Building School and Community Relationships (Room #) – Speaker
3. Parliamentary Procedure (room #) – Speaker
4. Presidents’ Meeting (Advisors Also) – Room #

1:20 – 2:00 p.m.

Business Meeting (Gymnasium)

- A. Vote for school board and committee members
- B. State Offices for AASG and potential AASG resolutions
- C. Results of Voting
- D. Date and Location of next KPBSD Borough Student Council Meeting
- E. Dismissal

Sample Minutes

The Annual Leadership Convention

Location: Kenai Central High School

Date: September 27, 2011

Time: 9:00 a.m. to 2:15 p.m.

Call to order

1. Welcome by Dr. Atwater
2. House-keeping: Mr. Carr
3. School Board President intro to leadership
4. Olivia Pfeifer proposes to adopt the Agenda.
 - Jake Gilman motions
 - Bailey Beeson seconds the motion
 - Motion passed simultaneously
5. Overview of school year by participating schools
6. Election of student representatives:
 - Budget Review Committee: Olivia Pfeifer, Kenai Peninsula High School
 - Calendar Committee: Hannah Compos, Soldotna High School; Kimber Moonin, Port Graham
 - Career and Technical Curriculum: Jed Wilde, Seward High School
 - Instructional Materials Reconsideration Committee: Olivia Fair, Kenai Central High School
 - Math Curriculum Committee: Matthew Bollerick, Skyview High School
 - School Board Representative: Annaleah Ernst, Nikiski High School

Sample Presidents' Meeting Agenda
Kenai Peninsula Borough School District Student Council Meeting
Tuesday, September 27, 2011

Theme: _____

12:40 – 1:15 p.m. Presidents' Meeting – Advisors and Student body Presidents

Business Meeting:

- A. Call To Order-Welcome
- B. Roll Call of Schools
- C. Adoption of Agenda
- D. Minutes of Last Year's Meeting (There are none)
- E. School Reports
 - 1. Homer
 - 2. Ninilchik
 - 3. Nikolaevsk
 - 4. Soldotna
 - 5. Kenai
 - 6. Nikiski
 - 7. Seward
 - 8. Skyview
 - 9. Susan B. English
- F. Plans for next year's fall meeting (Seward)
- G. Other
- H. Adjourn

Student Representatives for District Committees and School Board

The following positions are open for nominations at the Business meeting of the KPBSD Student Council on September 27, 2011:

Instruction: Calendar Committee

Number of Meetings: As Needed

Time of Day: Day, Possibly Evening

This committee recommends the school calendar for the next year and proposes tentative calendars for the two years following. Approval of the school calendar is scheduled for the December 1 School Board meeting. Prior to attending the calendar committee meeting, the student representative may be asked to poll other students for their opinions on school year start and end dates, semester and quarter end dates, parent-teacher conference dates, and vacation lengths.

Reconsideration of Instructional Materials Committee

Number of Meetings: As Needed

Time of Day: Day, Possibly Evening

This committee considers complaints about instructional materials (textbooks, supplementary textbooks, library books, and other instructional materials and equipment). The review committee makes recommendations to the School Board for their final decision. When a complaint is made, the student representative will be asked to read the questioned material and then defend his/her opinion about the material and its intended use. The committee meets on an as-needed basis, and usually only one meeting per complaint is needed to formulate recommendations to the School Board.

Planning and Business Management: Budget Review Committee

Number of Meetings: 2 Days

Time of Day: All Day

The student representative on the Budget Review Committee provides students' ideas, viewpoints and reactions to the District Budget as it relates to the educational program. A draft budget will be provided in advance of the meeting as well as other pertinent information.

Traditionally the Budget Review Committee meets in January for two days. The meetings are held in the Borough Administration Building. The meetings usually last all day. The student representative will not be counted absent from school on either of those two days.

Superintendent/School Board: School Board Advisory Representative

Number of Meetings: 2 Times Each Month-Time of Day: Evenings (some daytime work sessions)

The student advisor to the school board provides students' ideas, viewpoints and reactions to the educational program and items on the school board agenda. The student representative casts an advisory vote on all issues that pertain to the educational program.

The school board meets on the first and third Monday of each month except for May, June, July, September, and December, when the Board meets only once. The meetings are held in the Borough Assembly Room I in Soldotna with the exception of two meetings each school year in Homer and two meetings in Seward. The meetings begin at 7:30 p.m. and can last from 1 to 4 hours. Work sessions are generally held prior to the business meeting.

Sample Welcome to Skyview High School Letter

Welcome to Skyview High School, Home of the Panthers. We are pleased to host this year's meeting of the Kenai Peninsula Borough School District Student Councils. We encourage and applaud your active role at school, in your community, and in our great state. The theme of this year's conference, " _____," lends a glimpse to what is in store for you today. We hope our presenters can help you become more effective as well as efficient leaders.

As you meet old friends and develop new ones today, remember why we are here. The mission statement of the KPBSD Student Government is to provide an educationally appropriate forum for students to take an active ownership in their schools and their school district. We hope that each of you will take new ideas and information back to your schools that will help fulfill our mission statement.

We're glad you're here. Have a great day!

Sincerely,

Skyview High School Student Body President

Workshop Descriptions

Workshop Session #1 10:45 – 11:15

Fundraising Ideas – Dos and Don'ts (Room #)

(Speaker name and title) will discuss fundraising opportunities. *Show me the money*, how do we get it, and how do we keep the donors happy and willing to give again.

Who's Got Time Anymore? (Room #)

(Speaker name and title) will lead a contest style seminar on time management. (Speaker name) indicates this will be a fast paced, exciting and rewarding (she's got prizes!) opportunity to learn how to manage your time more efficiently and effectively.

Volunteerism – Giving Back To Our Communities (Room #)

(Speaker name) and title will speak about opportunities to volunteer in our community and in our state. This seminar will present a unique look at many opportunities that benefit the community as well as the volunteer.

Workshop Session #2 11:50 – 12:30

Comparing Functions and Activities of Borough Student Councils...What Are We Doing? (Room #)

(Speaker name and title) will facilitate a group participation session that will discuss the various activities of our borough student councils. What are your neighbor schools doing, how do they get it done, does it work, and how can we do things better? Also, how do we pay for these activities? Come prepared to participate with information and ideas from your school.

Action Plans...Getting Things Done (Room #)

(Speaker name and title) will lead a seminar that will help you get group ideas from concept to actuality. Student leaders often face the charge of organizing and conducting activities, fundraisers, dances, etc. (Speaker name) will give you solid ideas for completing projects in a timely and organized fashion.

Careers in Government (Room #)

(Speaker name and title) will discuss opportunities for jobs in the government sector. (Speaker name) is experienced with all facets of Alaska State government, from local politics to the state level. If you have ever considered a job in government you will want to attend this session.

Workshop Session #3 12:40 – 1:15

Resume Building (Room #)

(Speaker name and title) will lead a seminar on resume building. (Speaker name) worked for several years at Kenai Peninsula College. While at the college (Speaker name) taught, among other things, resume building. This session will be particularly important for seniors who are trying to put their scholarship folders together.

Building School and Community Room #)

(Speaker name and title) will discuss the importance of school and community partnerships and how to set and accomplish goals to build and sustain positive community relations.

Parliamentary Procedure (Gymnasium)

(Speaker name and title) will lead this important session on parliamentary procedure. If you are unsure of correct procedure during your student council meetings, at this borough meeting, or at the fall or spring AASG meetings, we suggest that you attend this session.

SAMPLE CONSTITUTION
CONSTITUTION OF THE
_____ **HIGH SCHOOL**
STUDENT ASSOCIATION

PREAMBLE

We, the students of _____ High School, in order to develop democratic ideals; to teach respect for law and order; to maintain high standards of cooperation, loyalty, and school spirit: to prepare for adult life and citizenship; to encourage all worthwhile activities in the school; and to help students prepare for their careers, do form this constitution for the Student Association of _____ High School.

Article 1 – Student Organization

- Section 1 An organization known as the student association of _____ High School is hereby formed. This organization shall hereby be referred to as the Student Association.
- Section 2 The membership of the student association of _____ High School shall consist all the students enrolled in _____ High School.

Article II – Student Council Legislative Powers

- Section 1 The legislative powers of the student association shall be vested in an executive body which shall be called the student council.
- Section 2 The student council shall consist of thirteen (13) voting members and the principal who will act as an advisor.

Article III – Membership and Election

- Section 1 The council membership shall include nine (9) elected representatives: one from each of the nine homerooms in the school.
- Section 2 The grade representatives shall be elected by their respective homerooms before October 15 of each year, and will serve until their successors are elected.
- Section 3 Homeroom representatives can be recalled by a petition signed by three-fourths of the electing body and three-fourths vote of the student council.
- Section 4 Vacancies among homeroom representatives shall be filled at a special election called by the student council.

Article IV – Officers and Duties

- Section 1 The student council membership shall include the four officers of the student association: President, vice president, secretary, and treasurer.
- Section 2 The president shall be a senior. The vice president, secretary, and treasurer shall be juniors or seniors. All officers must rank in the upper three-fourths of their class scholastically at the time of the election.
- Section 3 Any student of _____ High School meeting the qualifications set forth in Article IV, Section 2, above, may file for office in the _____ High School Student Association. There shall be at least three candidates for each office to be voted on by the electing body in May of each year.
- Persons of the electing body may write in the candidate of their choice on the official ballot of either the primary or general election described below. A general election will be held following the primary election to determine the officers for each office. A majority vote is necessary for election. The term of office for each elected officer is from June 1 of the year of the election to May 31 of the following year. Dates for filing and for the elections will be determined and announced each year by the officers of the _____ High School Student Association.
- Section 4 Officers can be recalled by a petition signed by three-fourths of the student association and by three-fourths vote of the student council.
- Section 5 The principal of the school, or any person designated by the principal, shall as faculty sponsor to the council. The faculty sponsor shall be a non-voting member. All members of the student council are active until replaced.
- Section 6 Vacancies among officers shall be filled by appointment by the student council.

Article V – Meetings

- Section 1 The council shall hold a minimum of one meeting during each week of school from September through May.
- Section 2 The president shall call special meetings whenever necessary.
- Section 3 Eight (8) members of the student council and the faculty sponsor shall constitute a quorum.

Article VI – Powers and Duties

- Section 1 The powers and duties of the student council shall be:
- a. To act as a barometer of student opinion.
 - b. To grant audiences to any club or individual at any time.
 - c. To promote general social life in the school, including the sponsoring of parties.
 - d. To sponsor assembly programs, including honors assemblies.
 - e. To stimulate student interest in activities.
 - f. To authorize special days.
 - g. To charter clubs and, if necessary, revoke them.
 - h. To approve or sponsor concessions.
 - i. To create, supervise, and coordinate committees for a special service or activity.
 - j. To organize and promote general and special elections.
 - k. To exercise general supervision of chartered buses for special events.
 - l. To promote respect for school and private property.
 - m. To authorize and sponsor drives and campaigns.
 - n. To pass on social calendar events.
 - o. To have the power to develop policies, set standards, and suggest any rules necessary for the betterment of the school.
 - p. To pass on any necessary legislation to carry out any of the foregoing powers.

Article VII – Veto Power

Because the powers of the student council are delegated to it by the principal, he shall have the right to veto any measure the student council may pass. The principal, however, must explain the reason for the veto.

Article VIII – Amendments

- Section 1 Amendment shall be made to this constitution whenever necessary.
- Section 2 Amendments shall be initiated by a petition signed by 10 percent of the student association, and become a part of the constitution when approved by three-fourths vote of the student council and passed by a two-thirds majority of the student association in a special election.

KPBSD Policy Manual

E9110

STUDENT REPRESENTATIVE ON KPBSD BOARD OF EDUCATION JOB DESCRIPTION

QUALIFICATIONS

1. Student shall be a junior or senior in good standing in any public high school in the KPBSD.
2. Student shall be elected by their fellow student council members at the first AASG meeting of the school year.
3. Student shall attend all school board meetings and work sessions, unless excused by board president (first and third Mondays of most months). Work sessions usually begin early afternoon on the day of a Board meeting. Approximately three additional hours are needed to study the packet information prior to each meeting.
4. Student shall plan to attend student representative strand of the Alaska Association of School Boards held annually in November in Anchorage.
5. Student shall plan to help provide information to legislature in Juneau, both in person and by teleconference.
6. Student should have a long term interest in serving the public as an elected official.
7. Student should give feedback to board members about policies that impact students.
8. Student should plan to use this opportunity as a way to develop leadership skills.
9. Student will work with the board to develop ways to recognize outstanding students in the district.
10. Student will communicate with other student council members in the district to provide information and seek feedback from other students on school board issues. (This can be done by using the student government folder on First Class).

